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Minutes

Council on Graduate Studies

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Council on Graduate Studies

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The Council on Graduate Studies met at 2:00 p.m. on Tuesday, October 2, 2007 in 3108 Blair Hall.

Members present: Dean Augustine, Dr. Conn, Dr. Costa, Dr. Elder, Mr. Harris, Mr. Kahler, Dr. Liu, Dr. Morford, Dr. Nelson, and Dr. Raybin

Members absent: Dr. Taylor

Staff present: Dr. Herrington-Perry and Ms. Barter

Guests present: Dr. Dana Ringuette, English; Dr. Susie Park, English; Dr. Chris Hanlon, English; Dean James Johnson, College of Arts & Humanities; Dr. Nick Osborne, Educational Administration; Ms. Wendy Williamson, Office of Study Abroad

Note: Agenda items were taken out of order to accommodate guests.

Dr. Taylor entered the meeting at approximately 2:10 p.m.

I. Items to be Acted On

1. 07-21, Grades in Study Abroad courses

Wendy Williamson presented the proposal and answered questions of the council.

The proposal was approved with the following vote effective Fall 2008:

Yes: Conn, Costa, Harris, Kahler, Liu, Morford, Nelson, Raybin, and Taylor

No: Elder

Abstain: None

Courses numbered 4750 or higher are graduate courses for all post-baccalaureate students. These courses **(including Study Abroad and National Student Exchange courses)** constitute "graduate credit" and are used to calculate the graduate GPA on the student's transcript. There are restrictions on the number of hours of courses numbered 4750 to 4999 that graduate students may apply to degree or certificate programs. Students are advised to consult the sections of the Graduate Catalog that outline specific degree and certificate requirements for these restrictions.

2. 07-22, Educational Administration Department Name Change

Dr. Osborne presented the proposal and answered questions of the council.

The proposal was approved unanimously with an effective date of Fall 2008.

From: **Department of Educational Administration**

To: **Department of Educational Leadership**

3. 07-23, Educational Administration Admission Requirements

Dr. Osborne presented the proposal and answered questions of the council.

The proposal was approved unanimously with an effective date of Fall 2008.

Admission Requirements: To be eligible for degree candidacy, applicants must meet all of the requirements for admission to the Graduate School (see " Admission to Degree and Certificate Programs"). **In addition, students must:**

- **Have earned a cumulative undergraduate GPA of 3.0 (2.75 for provisional admission) or GPA of 3.0 (2.75 for provisional admission) on last 60 hours**

- Submit a writing sample demonstrating experience and interest in leadership.
- Complete and submit the departmental admission application
- Complete the Ventures Administrator Profiler on-line

In addition, applicants must demonstrate a focus of interest in school administration. This focus can be documented through the submission of one of the following documents:

- Master's Degree- A valid teaching certificate.
Specialist's Degree- A principal's certificate.
- Master's Degree- Documentation of admission to and continuing participation in a teacher certification program.
Specialist's Degree- Document of admission to and continuing participation in a principal certification program.
- Both degrees- Documentation of employment in an administrative position at the community college or university and a statement of career goals emphasizing educational administration.

Extenuating circumstances may be appealed to the Department Faculty for consideration. Based on application materials supplied, applicants will be screened for admission to the specified program.

4. 07-24, Curriculum Change Request, EDA 5630 and EDA 5640
Dr. Osborne presented the proposal and answered questions of the council.

The vote carried unanimously with an effective date of Fall 2008. See **Attachment A.**

5. 07-16, First Choice Review – English
Chair Costa welcomed the guests from the English department and presented the First Choice Review Board report. After discussing the First Choice Initiative with the members of the department, the guests left the meeting. The council members further discussed the initiative process. It was agreed there should be a short, 15 minute presentation at the end of the process to explain best practices.

The council did not vote on this agenda item.

II. **Approval of the September 18, 2007 Minutes**

Dr. Elder moved and Dr. Nelson seconded the motion to approve the minutes. The September 18, 2007 Meeting Minutes were approved as published.

III. **Communications**

1. College of Arts & Humanities Curriculum Committee Meeting Minutes, Wednesday, September 26, 2007.

IV. **Approved Executive Actions**

1. Dean James Johnson, CAH, requests the following be approved by executive action to be effective Spring 2008:
 - a. **4775 ENG Studies in Literary and Cultural Criticism and Theory. (3-0-3) F.** Basic principles of evaluating the standard literary genres, or tenets of a specific school of criticism, or the examination of major aesthetic questions. Topics to be announced. May be taken twice with permission of the Department Chairperson. Prerequisite: ENG 1002G. (Group 6) WI
 - b. **4950 ENG Literary History and Bibliography. (3-0-3) F, S.** A historical study of British and American literary periods, schools, figures, and genres, with emphasis on current resources, methods, and theories in research and bibliography. Required of and enrollment limited to English majors. Prerequisite: ENG 1002G. (Group 1) WI

2. Dean Diane Hoadley, LCBAS, requests the following be approved by executive action from Graduate Business Studies to be effective Fall 2008:
 - a. Removal of ACC 5600, Advanced Auditing and ACC 5800, Employee Benefit Plans, from the catalog.
3. Dean Diane Jackman, CEPS, requests the following be approved by executive action from Department of Counseling and Student Development to be effective Fall 2008:
 - a. The course title for CSD 6900 be changed as indicated below and the "Course Description" and "Prerequisites & Notes" remain the same.

The change reflects current licensure name (LCPC – Licensed Clinical Professional Counselor) and emerging accreditation (CACREP) standards. In addition, alumni and student assessment feedback supports this change.

Current Title: Internship
Current Course Description

(Arr.-Arr. – 3 to 6) Internship is a six hundred hour supervised clinical course involving client contact experiences and systematic feedback and reflection. This course provides students the necessary practice skills and conceptual preparation for entry into the profession.

Prerequisite & Notes

Completion of CSD 5630 with a grade of "B" or better and approval of the department chair.

NOTE: Students must make a "B" or better in the final three (3) hours of Internship before graduating.

Credits: 3 to 6

Revised Title: **Clinical Counseling Internship**

IV. Items to be Added to the Agenda

1. 07-25, CSD 5930, Foundations of Clinical Counseling (Revised Course Proposal)
2. 07-26, Concentration Title Change (Community Counseling concentration to Clinical Counseling)
3. 07-27, ENG 4765, Professional Editing (New Course Proposal)
4. 07-28, ENG 5020, Graduate Workshop in Creative Writing (New Course Proposal)

Dr. Raybin moved and Mr. Kahler seconded the motion to add agenda items 07-25, 07-26, 07-27, and 07-28 to the agenda. The motion was approved unanimously.

V. Items Pending

1. 07-14, Thesis Manual
Dr. Elder reported to the council members she has sent a request for feedback to graduate coordinators on two occasions. She received input from two academic departments. The subcommittee will meet to discuss this information and report to the council.
2. 07-17, First Choice Review – Gerontology – October 16
3. 07-18, First Choice Review – Communication Disorders and Sciences – November 6

4. 07-20, Repeating Courses

Dean Augustine reported he will have additional information about the Repeating Courses proposal at a future meeting.

VII. Committee Reports

1. Library Advisory Board – Dr. Nelson reported the committee had met last week and called for ideas for the One Book, One University Program to be held in the Spring 2008 semester.
2. Enrollment Management – Dean Augustine reported the committee had met and shared statistics for graduate and international student enrollment. There are 1769 graduate students enrolled for Fall 2007, approximately 14 more than Fall 2006.
3. CASL – Dr. Taylor reported the committee had met and discussed the revision of the electronic portfolio. Faculty may submit suggestions at the web site below.
<http://www.eiu.edu/~casa2000/revisions.php>
4. TEAM Grants Council – Chair Costa asked the council for ideas for technology projects to submit to the council.

VIII. Dean's Report

1. IAGS, Loyola University, Chicago, October 21-22, 2007
Dean Augustine announced he will be attending the conference in Chicago. He is proud to announce Provost Lord will participate in a discussion of *The Role of Graduate Education in American Competitiveness and Innovation*.
2. CGS, Seattle Washington, December 5-8, 2007
Dean Augustine announced he has been invited to give a presentation on initiatives to further graduate education.
3. President Perry visit, October 16 – Future of Graduate Education
Dean Augustine asked the council members to review the sheets given to them with questions for President Perry.
4. International Alumni Event
Dean Augustine reported the events were successful and everyone had a wonderful time. Eleven international alumni arrived in Charleston September 27 and stayed through the weekend. He proudly reported Lori Henderson planned and executed the entire schedule of events. The staff members of International Programs were disappointed when they realized more than half of the international flags were taken from Lincoln Avenue Friday night.
5. Graduate Education Celebration – One week, One month, Undergraduate, Graduate, International, College
Dean Augustine stated there has been discussion of a celebration of faculty and student scholarship on campus. This celebration would combine events from all Colleges. He plans to meet with Dean Irwin to discuss the celebration. He anticipates one year of planning to prepare for this event.

Chair Costa reminded the council members the next meeting will be held in the 1895 Room of the Union and President Perry will be present. He invited them to prepare questions focused on the future of graduate education.

The meeting adjourned at 3:45 p.m.

Linda Barter, Coordinator

ANNOUNCEMENT OF THE NEXT MEETING
Tuesday, October 16, 2007
1895 Room MLK Jr Union